

Sample Curriculum Format

The below is a sample curriculum format that can aid in the development of a curriculum. The information in black bold font is provided to help explain the section and information in green italics font is an example of the information that could be used. A completed curriculum would include this document, Power Points, handouts, videos and other associated materials used.

Title of Curriculum (<i>Community Support Associate Core Curriculum 10 hours</i>)	
Content: Name of Core Competency, Length of Training <i>Content: Core Competency 1. Engaging Consumers and Family Members, 1 hour</i>	
Section Title <i>Section Title: Introductions and Engaging Consumers and Family Members</i>	Method (lecture, group discussion, paired discussion, self-reflection, practiced technique, group activity, etc.) <i>Method: lecture, group discussion, practiced technique</i> Estimated time: <i>Estimated time: Introduction XX minutes</i> <i>Core competency 1 “Engaging Consumers and Family Members” section XX minutes</i>
Welcome to the Community Support Associate Core Curriculum Training. <i>Welcome to the Community Support Associate Core Curriculum Training.</i> List Objectives for this Core Competency <i>By the end of the “Effective Communication” section of this core competency, participants will be able to:</i> <ul style="list-style-type: none"> <i>Define OARS (Open-ended questions, Affirmations, Reflections, and Summarizing)</i> <i>Model OARS motivational interviewing technique</i> 	Content for this section of the core competency is provided as well as use of materials (handouts, PowerPoints, videos, trainee manual, etc.). <i>Trainer welcomes participants. Trainer will review the purpose of the Community Support Associate Core Curriculum Training which is</i> <i>Introduction Group Activity: Each participant will use Handout 1 - “Warm-up Group Activity”. The purpose is..... The activity instructions are..... Trainer sums up the activity by saying.....</i> <i>The trainer will describe the importance of the first Core Competency “Engaging Consumers and Family Members” for the Community Support Associate as..... Continued content information. Power point slides 1-2 used.</i> <i>The trainer will list the objectives for the participant for the “Effective Communication” section of this core competency. (See objectives listed on the left column) Power point slide 3 is used.</i> <i>The trainer will describe the importance of communication and specifically OARS (open-ended questions, affirmations, reflections, and summarizing). Power point slides 4-15 are used for defining OARS and modeling OARS.</i> <i>Communication is Continued content information.</i> <i>OARS is.....Continued content information.</i> <i>OARS stands for.....Continued content information.</i> <i>Continued content information to complete this section.</i> <i>Practice OARS: The trainees will practice OARS by Continued content information.</i> <i>Handout 2 “OARS Practice Activity” is used.</i>
Section Title <i>Section Title: Family and Consumer Centered Services</i>	Method (lecture, group discussion, paired discussion, self-reflection, practiced technique, group activity, etc.) <i>Method: lecture, paired discussion</i>
	Estimated time: <i>Estimated time: Core competency 1 “Family and Consumer Centered Services” section XX minutes</i>

<p>List Objectives for this Core Competency</p> <p><i>By the end of the “Family and Consumer Centered Services” section of this core competency participants will be able to:</i></p> <ul style="list-style-type: none"> • <i>Define concepts of: family driven, youth guided, consumer driven and system of care.</i> • <i>Describe how these concepts (family driven, youth guided, consumer driven and system of care) are applicable to the scope of work as a Community Support Associate (CSA) (provide an example of each of the listed concepts).</i> 	<p>Content for this section of the core competency is provided as well as use of materials (handouts, PowerPoints, videos, trainee manual, etc.).</p> <p><i>Content information is placed in this area as shown on the first page.</i></p>
<p>Additional Sections for all Core Competencies would continue and follow in the manner written above.</p>	<p>Additional Sections for all Core Competencies would continue and follow in the manner written above.</p>